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1800 Community Drive, Suite A  
Clinton, MO 64735

Telephone: 660-885-8193  
FAX: 660-885-7744

## **Directions for Obtaining a Food Handlers Card**

1. Complete the Basic Food Handler Card Application (print clearly)
2. Fill out the information at the top of the Food Handlers Test Answer Sheet (print clearly).
3. Take the test and put all answers on the answer sheet. Fully color in the letters and print clearly on the fill in the blank questions. This is an open book test. All test answers can be found in the Henry County Environmental Health Food Regulations.
4. Mail or return the following items to the Health Center:
  - Basic Food Handler Card Application
  - Food Handlers Test Answer Sheet
  - Cash, check or money order for \$15 for three years or \$5 for one year made payable to the Henry County Health Center

Your test will be graded (passing score is 80% or better). If you receive a passing score on the test, you will be notified when your card is ready to be picked up at the Health Center.

If you have any questions, please call Fred Boehler at 660-885-8193, 660-890-8232 or [fred.boehler@lpha.mo.gov](mailto:fred.boehler@lpha.mo.gov)



**Henry County  
Health Center**

"Good Health Begins Here"

1800 Community Drive, Suite A  
Clinton, MO 64735

Telephone: 660-885-8193  
FAX: 660-885-7744

**BASIC FOOD HANDLER CARD APPLICATION**

(Fee is \$15 for three years or \$5 for one year)

CARD REPLACEMENT (Fee is \$5.00)

☐ **Basic Food Handler Card**

☐ **Replacement Card**

☐ One year

☐ Three Year

Print Applicant's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZipCode \_\_\_\_\_

Phone \_\_\_\_\_

Current Place of employment: \_\_\_\_\_

I certify that to the best of my knowledge the information contained on this form is correct.

Applicant Signature: \_\_\_\_\_ Date \_\_\_\_\_

Disclaimer: No information given to Henry County Health Center will be distributed to any Third party or other Organization.

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Office Use Only

Fee Paid: \_\_\_\_\_ Card Number: \_\_\_\_\_

## Food Handlers Test Answer Sheet

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Test Number: **#8**

**Directions:** Please completely fill in the CORRECT CIRCLES.

- |                     |                     |
|---------------------|---------------------|
| 1. (A) (B) (C) (D)  | 19. (A) (B) (C) (D) |
| 2. (A) (B) (C) (D)  | 20. (A) (B) (C) (D) |
| 3. (A) (B) (C) (D)  | 21. (A) (B) (C) (D) |
| 4. (A) (B) (C) (D)  | 22. (A) (B) (C) (D) |
| 5. (A) (B) (C) (D)  | 23. (A) (B) (C) (D) |
| 6. (A) (B) (C) (D)  | 24. (A) (B) (C) (D) |
| 7. (A) (B) (C) (D)  | 25. (A) (B) (C) (D) |
| 8. (A) (B) (C) (D)  | 26. (A) (B) (C) (D) |
| 9. (A) (B) (C) (D)  | 27. (A) (B) (C) (D) |
| 10. (A) (B) (C) (D) | 28. (A) (B) (C) (D) |
| 11. (A) (B) (C) (D) | 29. (A) (B) (C) (D) |
| 12. (A) (B) (C) (D) | 30. (A) (B) (C) (D) |
| 13. (A) (B) (C) (D) | 31. (A) (B) (C) (D) |
| 14. (A) (B) (C) (D) | 32. (A) (B) (C) (D) |
| 15. (A) (B) (C) (D) | 33. (A) (B) (C) (D) |
| 16. (A) (B) (C) (D) | 34. (A) (B) (C) (D) |
| 17. (A) (B) (C) (D) | 35. (A) (B) (C) (D) |
| 18. (A) (B) (C) (D) |                     |



Henry County Environmental Health  
Food Handlers Training Class  
Test # 8

Name: \_\_\_\_\_ Facility: \_\_\_\_\_

1. When the EPHS inspector arrives for an inspection what should you do?
  - a) Run away and hide.
  - b) Call other restaurants, alerting them to “inspector in the area”.
  - c) Answer any questions that they have for you.
  - d) Avoid eye contact
2. Food employees are required to wear hair & beard restraints to:
  - a) Keep the employee from getting overheated.
  - b) To maintain uniformity.
  - c) Keep their hair from contacting exposed food.
  - d) All of the above.
3. Sanitary means:
  - a) Washed with water.
  - b) Washed by a chemical solution.
  - c) Free of visible dirt.
  - d) Free of harmful levels of contamination
4. Which is the correct way to wash your hands?
  - a) Rinse hands with hot, running water and dry on a paper towel.
  - b) Wash hands with soap and warm water for at least 60 seconds and dry with hot air.
  - c) Wash hands for at least 20 seconds by scrubbing with soap, warm water, rinsing & drying with a paper towel.
  - d) Scrub hands in a sanitizer bucket and dry with a cotton towel.
5. Ice scoops should always be stored in:
  - a) A clean covered container on top of the ice machine or in the ice machine with the handle out of the ice.
  - b) On top of ice machine lying in the dust.
  - c) A clean used can or jar.
  - d) All of the above.
6. The only acceptable ways to thaw foods are:
  - a) In the refrigerator.
  - b) Under cold running water.
  - c) In the microwave or as part of cooking process.
  - d) All of the above.
7. Food handlers should be excluded from working with or around food if they are experiencing which symptoms?
  - a) Muscle cramps, fatigue, thirst
  - b) Headache, sinus pressure, dry itchy eyes
  - c) Diarrhea, vomiting, fever
  - d) All of the above.
8. A manager is required by law to report if an employee has a:
  - a) Common head cold.
  - b) Small cut that is properly bandaged.
  - c) Contagious disease that may be spread when working with food.
  - d) Car accident.



9. Only 2 cups of sugar is needed from a 25 pound bag. What should be done with the remaining bag of sugar?
  - a) Pour the remaining sugar in an empty ice cream bucket.
  - b) Pour the remaining sugar in a food storage container with a tight fitting lid and label "Sugar".
  - c) Leave the open bag of sugar on the shelf, as long as it doesn't spill, it's fine.
  - d) Throw it out.
10. How many times can you use a disposable plate, cup or spoon?
  - a) Three times, as long as you wash between uses.
  - b) Two times, as long as you wash and sanitize between uses.
  - c) One time, then throw away.
  - d) Use until it wears out.
11. Which is the most effective food contact surface sanitizer?
  - a) Lysol
  - b) Soft Scrub
  - c) Bleach
12. Food borne illnesses are diseases that are:
  - a) Carried or transmitted to people by food.
  - b) Caused by leftover food.
  - c) Cured by proper eating habits.
  - d) Transmitted to kitchen employees only
13. Bacteria that cause foodborne illnesses grow rapidly in the "Temperature Danger Zone". The Temperature Danger Zone is between:
  - a) 41°F and 140°F
  - b) 0°F and 32°F
  - c) 150°F and 165°F
14. Where can food be stored?
  - a) Under leaky or dripping pipes.
  - b) Stored six inches or higher off the floor.
  - c) Stored three inches off the floor.
  - d) Stored on the floor by the backed up floor drain
15. The definition of a ready-to-eat food: food that is edible without any additional preparation & can be ingested immediately. Which of the following is an example of a ready-to-eat food?
  - a) Uncooked beans
  - b) Peanut Butter & Jelly Sandwich
  - c) Pancake batter
  - d) Raw chicken
16. Before serving or cooking with raw fruits and vegetables you must:
  - a) Taste them to ensure they are ripe.
  - b) Thoroughly wash the raw fruits and vegetables with clean, drinking water.
  - c) Slice them and add sugar.
  - d) All of the above.
17. Cross -Contamination is:
  - a) The indirect transfer of harmful substances or bacteria to food.
  - b) Removal of certain bacteria from food by cooking it thoroughly.
  - c) Only a concern for restaurants serving seafood.
  - d) Nothing to worry about.



Henry County Environmental Health  
Food Handlers Training Class  
Test # 8

18. Why is it important to keep dumpster lids closed?
  - a) To inhibit workers from having access to dumpster.
  - b) It looks more appetizing for diners.
  - c) To deter rodents and other pests.
19. If you wanted to serve leftovers, what temperature must it be reheated to?
  - a) 130° F
  - b) 145° F
  - c) 155° F
  - d) 165° F
20. What must be at a properly stocked hand washing sink?
  - a) Hot and cold running water, soap, and paper towels.
  - b) Hot running water, nailbrush, paper towels, and hand sanitizer.
  - c) Hot and cold running water, nailbrush, and single-use paper towels.
  - d) Hot running water, soap, and hand sanitizer.
21. All statements below are true and important but what is the Golden Rule of food safety?
  - a) When in doubt throw it out
  - b) Reheat all foods to 165°F
  - c) Wash your hands
  - d) Change gloves between tasks.
22. What types of foods are known as Potentially Hazardous Foods because they support rapid bacterial growth?
  - a) Frozen lemonade and orange juice.
  - b) Moist / high protein food like eggs, milk, meat, and rice.
  - c) Dry cereals.
  - d) Any food cooked on a Tuesday.
23. When any food or chemical is transferred from its original container to a different container or spray bottle,
  - a) The bottle or container should only be filled half way to prevent spillage.
  - b) The amount needs to be measured to track inventory.
  - c) The container or spray bottle must be clearly labeled.
  - d) All of above.
24. When using ice to keep foods cold, the food container must be surrounded by ice to the level of the food. Which is the best way to tell if the food is staying cold enough?
  - a) Lift the containers to see if the ice is melted.
  - b) Put lids on the food containers.
  - c) Use a thermometer to check the temperature of the ice.
  - d) Use a thermometer to check the temperature of the food.
25. The most important rule of food-service personal hygiene is that employees must:
  - a) Have a body check twice a year.
  - b) Completely give up smoking.
  - c) Wear gloves at all times.
  - d) Wash their hands often.
26. Which of the following foods would be approved for use in your establishment?
  - a) Homemade food.
  - b) Potentially hazardous foods that arrive at your establishment at room temperature.
  - c) Any food that is from an approved source, properly labeled and in proper condition.
  - d) Any meat product that is packaged and labeled but does not have a valid mark of inspection.



Henry County Environmental Health  
Food Handlers Training Class  
Test # 8

27. Hot foods on a steam table have to be held at what temperature?
- a) 130° F
  - b) 140° F
  - c) 155° F
  - d) 165° F
28. An acceptable, safe way to thaw frozen food is to:
- a) Place it on the counter or in the sink overnight.
  - b) Place it in the refrigerator.
  - c) Immerse it in the sanitizer bin.
  - d) All of the above are correct.
29. When storing cleaner or pesticides you should:
- a) Keep them above the food.
  - b) Always apply them.
  - c) Store separate from food and never above food.
  - d) Throw out equipment the pesticides may have touched.
30. When should you change your gloves and/or wash your hands?
- a) Change your gloves often but no need to wash your hands as the gloves protect them.
  - b) No need to change gloves unless the gloves get damaged.
  - c) Change gloves and wash hands often and always between tasks. Wash hands often and for at least 20 seconds.
  - d) Use hand sanitizer and put on new gloves whenever the gloves get damaged or contaminated.
31. All refrigerators/cooling units should have a thermometer present to ensure the temperature is at or below:
- a) 50 ° F
  - b) 75 ° F
  - c) 41 ° F
  - d) None of the above
32. The best way to control cockroaches, mice, flies and other pests is:
- a) Apply pesticide every day.
  - b) Just sweep the floor.
  - c) Pour chlorine in the sink drain.
  - d) Keep the establishment and garbage area clean.
33. When open food is left at the dining table:
- a) You may reuse it unless the customer took a bite of it.
  - b) You should not serve it to a customer but employees may eat it.
  - c) You should donate it to a shelter.
  - d) You should throw it out.
34. Leftover potato soup was kept in the refrigerator overnight. What temperature should it be re-heated to?
- a) Reheat the food to 140°F before it is served.
  - b) Reheat the food to 165° F before it is served.
  - c) Reheat the food to 175°F before it is served.
  - d) Reheat the food to 180°F before it is served.
35. Before working as a food handler, a person with a short goatee should:
- a) Make sure it's trimmed close to the face.
  - b) Color the facial hair to match the hair on your head.
  - c) Wear a beard guard to ensure all facial hair is covered.
  - d) Not worry because facial hair is not a concern.





# Henry County Environmental Health Food Regulations

## FOOD SOURCE

1. All foods must come from approved sources.
2. No home canned foods.
3. Garden fresh vegetables are acceptable if washed properly.
4. Ground bearing fruits (berries, melons) should be sanitized in a well diluted chlorine bath.

## CONTAINERS/LABELS

1. All containers must be labeled on the outside.
2. Cleaners must be labeled and stored separately from food items.
3. Everything should be labeled.
4. Liquids should not be transferred out of original container.  
EXAMPLE: Windex bottle that has been emptied and has been refilled with disinfectant or corn oil.
5. All food products should be labeled properly, sealed and marked with expiration dates if applicable.

## PRODUCT TEMPERATURES

- |                                |             |
|--------------------------------|-------------|
| 1. Cold Foods stored           | Below 41°F  |
| 2. Hot Foods held at           | Above 140°F |
| 3. Rare Roast Beef cooked      | 130°F       |
| 4. Pork Products cooked        | 150°F       |
| 5. All Left Overs cooked       | 165°F       |
| 6. Poultry and Stuffing cooked | 165°F       |
| 7. Fish and Shellfish cooked   | 140°F       |
| 8. Fresh Egg Products cooked   | 140°F       |
| 9. Hamburger Patties cooked    | 155°F       |



## THERMOMETERS

1. Thermometers should be present in all cooling units.
2. Probe stem thermometers should be present at the establishment and used appropriately. Check internal food temperatures by inserting the probe into the food.
3. Sanitize probe between the probing of different food products.

## THAWING OF FOODS:

1. Foods should be thawed:
  - a. Under cold running water
  - b. Microwave defrosts cycles.
  - c. Refrigeration
  - d. As part of cooking process

## POTENTIAL HAZARDOUS FOODS RESERVED:

1. All reserved Potentially Hazardous Foods i.e. high protein foods must be reheated on the stove or in the microwave oven to 165°F, because bacteria grows well in moist and warm conditions. Temperature Danger Zone 41° F to 140° F.
2. No direct reheating of cold foods on the steam table.

## CROSS CONTAMINATION

1. Cross contamination exists when harmful bacteria from one food item is transferred to another food item by means of a non food surface that is unsanitary. It can be utensils, equipment or human hands.
2. The greatest area of concern is the cutting boards and meat slicers.

## FOOD PROTECTION

1. Foods stored in walk-in should be covered in individual containers and stored 6 inches or higher off of the floor.
2. Food should not be stored under leaky or dripping condensers or on the bottom of refrigeration units where the drains are plugged and standing non potable water is ponding.
3. Do not handle food more times than necessary during

preparation as it keeps from spreading food borne diseases from food to people. Bacteria that cause food borne illness will produce illness-causing poisons and grows quickly.

4. All BBQ cookers must be screened in and have an accessible hand-washing sink if located at a permanent restaurant facility.
5. At temporary food events a temporary food permit is required. Facilities which operate seasonally at auctions and other events must have a seasonal permit.

## FOOD DISPENSING UTENSILS

1. Ice scoops should be stored with handles out of the ice or in a clean covered container on top of the ice machine.
2. Employees should not dip glass into the ice machine.
3. Food should be handled with food utensils when appropriate, to minimize the amount of hand handling of food products.
4. Different utensils should be used when turning hamburgers as opposed to steaks, to avoid cross contamination.

## PERSONNEL

1. Food handlers with infections should not prepare foods. They may do some other duty.
2. Any food handler who tests positive for a communicable disease shall be restricted or excluded from a food handling procedure until the disease is no longer in the communicable stage. Immediately contact HCHC to report a communicable illness of an applicant or employee with the following diseases:
  - Hepatitis A
  - Salmonella
  - Shigella
  - Norwalk
  - Escherichia Colias specified in the current food code for the State of Missouri.
3. Personnel who go with Inspector during inspection will be asked questions pertaining to food safety.

## HYGIENIC PRACTICES/HANDWASHING

1. Most important rule of food service personal is always wash hands after breaks and using the restroom, for at least 20 seconds
2. Plastic gloves are not prevention to food borne illness. Sometimes they may prevent the spread of staph infection.
3. Some of the most important areas are; hand-washing, clean cloths, hair restraints, no jewelry, no eating or smoking during food preparation, clean hands and a sanitary body.
4. One accessible hand washing sink must be designated and installed in the food preparation area for hand-washing only by employees. The three vat sink is not for hand-washing.
5. Diseases can be spread by handling money and change.

## FOOD CONTACT

1. Surfaces of equipment and utensils should be cleaned as often as necessary for them to remain in a sanitary condition and sanitary is free of harmful levels of contamination.
2. Non-food contact surfaces should be cleaned daily.
3. Any damaged surfaces should be repaired with easy cleanable material.

## SANITIZING OF UTENSILS AND EQUIPMENT

1. The 3-vat sink is to wash, rinse and sanitize, no other combinations are allowed. The last compartment needs a chlorine bleach solution of 100 ppm<sup>1</sup> or other approved, sanitizing agents. Test strips should be available to test the appropriate concentration.
2. Wiping cloth solution should be 100 ppm of chlorine bleach. Bleach is an effective surface sanitizer. Solution should be changed periodically during the day. Test strips should be available to test the appropriate concentration.
3. Dishwashers should be operated in accordance with the manufacturers guidelines and maintained to sanitize appropriately.

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<sup>1</sup> Parts Per Million (ppm)



## STORAGE

1. Utensils should air dry. Towel drying is not approved. Silverware should be stored with handles up.
2. All food should be stored in a clean covered container.
3. Different kinds of meat that are uncooked should be in separate containers to prevent contamination.
4. Clean utensils should not be stored in dirty drawers or on top of dusty surfaces or in unclean containers.
5. Foods are allowed to be stored in food grade containers or bags.
6. Foods or food equipment should never be covered or stored with trash bags even though the bags are new.
7. Shelves that store food or liquor should be of easy cleanable material, bare wood shelves are discouraged because of absorbing spills from food, liquor or soda pop.
8. Toxic chemicals should be stored separate and below any food items to prevent any possible contamination.

## SINGLE USE ITEMS

1. Plastic cups, plates, spoons, etc. are not to be re-used.
2. Reuse of bread sacks or pie pans is prohibited.
3. The plastic sleeve should be left around paper cups when appropriately used. Small portions of paper cups used at one time can be inverted without plastic sleeve as long as they are handled from the bottom.
4. Single service articles should be stored in clean designated areas.

## SAFE WATER SOURCE

1. An establishment must have a safe drinking water supply, with hot and cold water under pressure.
2. Private Wells will be tested for bacteria and nitrate contamination.

## SEWAGE DISPOSAL

1. Sewage, grease and by products will be disposed of in a sanitary waste water disposal system.

2. Private septic systems are regulated under County Sewage law 89-1.

## PLUMBING

1. Plumbing should be installed in accordance with the plumbing codes.
2. Mixer faucets should be installed at all sinks.
3. Plumbing that leaks or drains that are clogged will need to be repaired.

## BACK FLOW-CROSS CONNECTION DEVICES

1. An air-gap is needed on hoses from equipment that drains to floor drains, bait tanks or any other hose connections.
2. A vacuum breaker will need to be installed on all hose bib connections. Hose bib vacuum breakers are popularly used on sill cocks, service sinks and any threaded pipe to which a hose may potentially be attached.
3. All restrooms and kitchens must have at least one hand washing sink, with hot and cold water under pressure and soap, paper towels or hand drying device and a trash can with lid. This sink should be designated for hand washing only and used as such.
4. One restroom is required for the employees use.

## DUMPSTERS OR GARBAGE CONTAINERS

1. Dumpsters and garbage containers should have tight fitting lids to prevent the entrance of insects and rodents.
2. They should be on concrete or asphalt since most have drains and need to be washed and cleaned out periodically.
3. There should not be large accumulations of trash or debris left outside. Refuse areas should be kept clean.

## PETS - PESTS - SCREENS

1. No dogs except seeing-eye dogs or dogs for people with disabilities are allowed in customer areas.
2. Outer openings, screen doors and entrances should not let

- daylight in or around them. If daylight can be seen around a door then mice or insects can come in.
3. Screens on windows and screen doors should be in good repair. Flies especially in summer can be attracted to food and garbage areas.

## FLOORS AND WALLS

1. Floors should be clean and in good repair throughout the facility.
2. Concrete floors should be sealed.
3. Walls should be clean and in good repair

## LIGHTING

1. Ample light, properly distributed, is necessary for the proper preparation and handling of food.
2. Adequate lighting is essential in all areas for proper cleaning.
3. Inadequate lighting may result in a general lack of cleanliness, accidental mixing of toxic substances with food, or serving unsafe or spoiled food to the consumer.
4. All lights over food items should be shatterproof or shielded.

## RESTROOMS

1. Toilet rooms should be enclosed with self-closing tight fitting doors, fixtures in good repair, hand cleaner, sanitary towels or hand drying device and proper waste receptacles with lids.

## VENTILATION

1. Stove hoods that meet Fire and Safety requirements should be installed to encompass food equipment (Grills, fryers, etc.).
2. Gas stoves should have a built in hood system.
3. Restrooms should have an outside ceiling vent and an electrical switch to operate it. Existing facilities without vents should install filtered deodorizers.



## OTHER OPERATIONS

1. Separate living and sleeping quarters are required.
2. Facilities that have a washing machine should also have a dryer.
3. Linens and other articles of clothing should be cleaned as often as necessary to prevent spread of disease.
4. Clean and soiled linens are required to be stored separately.
5. Premises should be maintained free of litter or unnecessary articles. Cleaning maintenance equipment should be properly stored in janitorial areas.
6. Only authorized food personnel should be allowed in kitchen and food preparation areas.

### Violations

1. Critical violations will be corrected in time allowed by Inspector.
2. 6 or more critical violations establishment is closed.

Golden Rule of Food Safety:

**WHEN IN DOUBT THROW IT OUT**